

Personnel Committee
April 30, 2018

The Personnel Committee met Monday, April 30, 2018 at 5:00 PM in the Police Jury Meeting Room of the Jackson Parish Courthouse, 500 E. Court Street, Room 301, Jonesboro, Louisiana. Members present: Ms. Amy Magee and Ms. Regina Rowe. Absent: Ms. Maxie Monroe. Also present: Mr. Eddie Langston, Mr. John McCarty, and Mr. Lynn Treadway.

The meeting was called to order by the chair, Ms. Rowe. There were no public comments.

Motion Ms. Magee, seconded Ms. Rowe to amend the agenda to include recommending the appointment of Roy Barlow to the Watershed District. Motion carried.

Motion Ms. Magee, seconded Ms. Rowe to recommend the Jury appoint Sharon Satcher to the Jackson Parish Communication District. Motion carried.

Motion Ms. Magee, seconded Ms. Rowe to recommend the Jury appoint David Earl Brown to the Jackson Parish Communication District. Motion carried.

Motion Ms. Magee, seconded Ms. Rowe to recommend the Jury appoint Fred Tolar to the Jackson Parish Communication District. Motion carried.

Motion Ms. Magee, seconded Ms. Rowe to recommend the Jury appoint Joyce Amos Smith to the Jackson Parish Tourism Board. Motion carried.

Motion Ms. Magee, seconded Ms. Rowe to recommend the Jury appoint Vernie Meeks to the Jackson Parish Tourism Board. Motion carried.

Motion Ms. Magee, seconded Ms. Rowe to recommend the Jury appoint Roy Barlow to the Watershed District. Motion carried.

Motion Ms. Magee, seconded Ms. Rowe to table the request for time off without pay for Paul Martin until further research can be done. Motion carried.

Motion Ms. Magee, seconded Ms. Rowe to recommend the Jury approve the recommended candidates for the Road Department open positions. Motion carried.

Motion Ms. Magee, seconded Ms. Rowe to recommend the Jury send a response letter to Betty Jeffress regarding her board removal. Motion carried.

Motion Ms. Magee, seconded Ms. Rowe to recommend the Jury adopt the amended Purchasing Policy to coincide with the new financial software. Motion carried.

Motion Ms. Magee, seconded Ms. Rowe to recommend the Jury change the payroll cycle from Saturday – Friday to Sunday - Saturday. Motion carried.

Motion Ms. Magee, seconded Ms. Rowe to recommend the Jury change the current pay date from Thursdays to Fridays. Motion carried with Ms. Magee requesting a review of the new policy after three months.

Motion Ms. Magee, seconded Ms. Rowe to recommend the Jury approve a policy to allow employees to select up to five direct deposit accounts and be allowed to make no more than two account changes within a calendar year in the new financial software. Motion carried.

Motion Ms. Magee, seconded Ms. Rowe to table the recommended grace time and tardiness policy until a more formal policy is drafted. Motion carried.

Motion Ms. Magee, seconded Ms. Rowe to recommend the Jury amend the vacation and sick leave policy to make time off requests only in increments of one full hour. Motion carried.

Motion Ms. Magee, seconded Ms. Rowe to adjourn. Motion carried.